



SPECIAL MEETING MINUTES

**Parks and Recreation Commission
May 16, 2018**

1. **Call to Order/Roll Call:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:30 p.m. Commissioners Present: Chair Palmer, Vice Chair Gonzales, Greenberg, Melendrez, Nigel, Zamattia, and Zastrow. Commissioners Excused: Commissioner Martinucci and Youth Representative Lin. Staff: Brewer and Stallings.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Greenberg led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Commission accepted the minutes from May 16, 2018.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:**
7. **CONDUCT OF BUSINESS:**
 - a. Receive Oral Presentation on the Development of the Conceptual Design for the New Recreation and Aquatics Center - Representatives from the architectural firm, Group 4, presented on the development of the conceptual design for the new recreation and aquatics center.
8. **UNFINISHED BUSINESS:**
 - a. Update on Commissioner Handbook – **Chair Palmer** distributed an updated version of the Commissioner Handbook to all Commissioners for their review. It will be voted on to accept in the Commission’s June meeting.
 - b. Status Update Regarding Ongoing Capital Improvement Projects – Status update given by Interim Director Stallings.
9. **ITEMS FROM COMMISSIONERS AND SUBCOMMITTEE REPORTS:** **Chair Palmer** talked about the BASO Lions proposal for an ADA swing and scheduled a meeting for an on-site visit on Tuesday, May 22 to review. **Commissioner Greenberg** reviewed and gave staff two Park Visit forms for 7th Avenue Park and 7th and Walnut Park. **Vice Chair Gonzales** told staff that the dog waste containers at Grundy Park were broken.

10. **ITEMS FROM STAFF:** City Manager, Connie Jackson, reported on updates to the Florida Avenue Park. The Commission formed a Florida Avenue Park Subcommittee with Commissioner Greenberg as Chair and Commissioners Melendrez, Nigel, and Palmer.
11. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 8:35 p.m.

Respectfully Submitted,

Ludmer Aker
Executive Assistant
City of San Bruno